

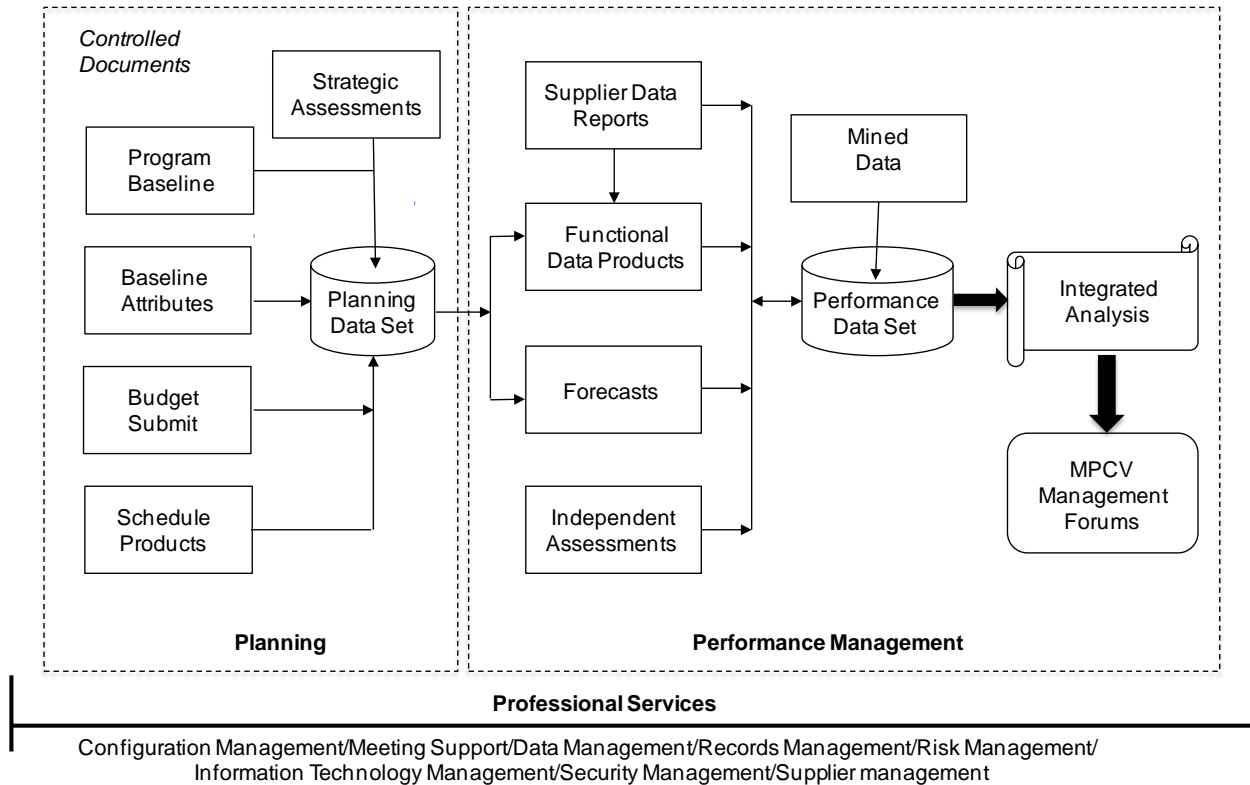
PP&C Next Generation Requirements Definition

MISSION

The PP&C mission is to inform management and to focus management attention so Program performance can be controlled. PP&C uses data products and analysis to articulate performance issues and to make recommendations for corrective action.

INTRODUCTION

The Next Generation implements PP&C as three *interdependent* functions: Planning, Performance Management and Professional Services. The Planning function documents the Program Baseline, obtains annual budget, and establishes the trade-space or the operational envelop the Program Manager needs to work within to achieve the Program Baseline. The Performance Management function measures where the Program is performing relative to the trade-space at any point in time, and estimates the impact on future performance. The Professional services function provides the backbone—or infrastructure--on which the Program operates and on which PP&C is performed.



REQUIREMENTS

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1. Planning

1.1 Work Requirements

- A. Develop, operate and maintain the Planning Data Set as the Program repository for Program Baseline; technical, schedule and cost attributes and assumptions; implementation plans; fiscal- and end-year plans; and cost estimates.
 - 1. Obtain the Program Baseline, attributes and assumptions, and implementation plans and store them in the Planning Data Set.
 - 2. Develop a Program Master Schedule.
 - 3. Develop integrated schedules for Control Account Managers and report as a logical network of tasks and dependencies; and identify milestones, critical path, inter-dependencies, and risks.
- B. Maintain the MPCV Program Plan, and the WBS Tree and Data Dictionary.
- C. Establish and maintain a cost estimating capability consistent with industry and NASA methods and models; and perform and report independent cost assessments for the Program Baseline, trade studies, change proposals, change requests and risk mitigations. All data products shall be stored in a Planning Data Set.
 - 1. Develop fiscal and year-end cost estimates including Life Cycle Cost (LCC) and Estimate at Completion (EAC) with Joint Cost and Schedule Confidence Level (JCL).
 - 2. Provide independent cost and schedule assessments for evaluations of trade studies, change request, and risk mitigation, as requested by the Government.
- D. Operate MPCV Program Office's implementation of the JSC Quality Management System (QMS), train Program personnel, conduct internal audits of the Program Office, conduct and document management reviews, participate in JSC audits including internal and registrar, and report findings to Government personnel for determination of corrective action.
 - 1. Create and maintain records of MPCV implementation of the JSC QMS including as a minimum: training records, audit reports and corrective actions, and the minutes of management reviews.
 - 2. Maintain the MPCV Program Office Master List of Work Instructions, processes, and procedures in accordance with the JSC QMS Manual, JPR 1280.2.
 - 3. Maintain an inventory of Program Records including location, and manage records following MPCV Program Office procedure and instructions.
- E. Provide cost and schedule input to the annual Program Planning, Budget and Execution (PPB&E) submission.

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1. Re-baseline Planning Data Set content, as applicable, to accommodate changes resulting from PPB&E.
- F. Perform strategic assessments of Program alternatives as requested by the Government.
 - G. Participate in Integrated Baseline Reviews (IBR) for the Prime contractor and for Non-Prime suppliers.
 - H. Participate in establishing and maintaining Agreements with NASA participating organizations.
 - I. Improve the processes used to perform MPCV Planning; incorporate industry standard Best Practices; and obtain 3rd-Party certification for best practices content incorporated.

1.2 Data Requirements

Planning Data Products are stored in the Planning Data Set. The Planning Data Set is a logically singular repository of official planning information that is accessible by authorized Program participants, including the Prime Contractor, Prime Contractor subcontractors, NASA participating organizations (aka Non-Prime) and Partners, as applicable. The Planning Data Set shall support data exchange throughout the MPCV Program and its operating environment and shall support data reporting throughout the Program including to Headquarters.

<u>Planning Data Products</u>	
Strategic Assessments	
	Cost Estimating Capability
Program Baseline	
	Technical Requirements
	Schedule at Completion
	Cost at Completion
	Joint Confidence Level
	Risk (LOC/LOM)
Baseline Attributes	
	Implementation Plans
	Interim Milestones & Events
	Technical Content
	Assumptions
Budget Submit (annual)	
	Cost Reserves
Schedule Products	
	Program Master Schedule
	Control Account Manager Schedules
	Schedule Margin
Controlled Documents	
	WBS and Data Dictionary
	Program Plan

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2. Performance Management

2.1 Work Requirements

- A. Develop, operate and maintain the Performance Data Set as the Program repository for Prime Contractor- and Non-Prime-Supplier delivered data reports, and PP&C functional data products and the results of integrated analysis.
- B. Capture performance data reported by the Prime contractor and Non-Prime Suppliers via Data Management and store in the Performance Data Set.
 - 1. Capture and store financial management and workforce functional data products.
 - 2. Capture the Integrated Master Schedule (IMS) reported by the Prime contractor
- C. Identify performance information in Prime Contractor and Non-Prime Supplier briefings and presentations, mine identified data, and input extracted information into the Performance Data Set.
- D. Use data stored in the Planning and Performance Data Sets to develop technical, schedule and cost functional data products (Performance Measures).
 - 1. Capture cost and workforce functional data products from the RMO and store in the Performance Data Set.
 - 2. Identify and report current and forecast schedule variances and discrepancies between reported schedules and planned performance.
 - 3. Track reported flight product development work accomplished per the IMS and identify, assess and report discrepancies and impacts.
 - 4. Evaluate and develop a report of the Prime Earned Value Management (EVM) past performance from reported data, and project future performance.
 - 5. Use Prime Contractor and Non-Prime Supplier risk reports to develop risk functional data products for use in risk boards and in assessing integrated Program performance.
 - 6. Assess the continuing validity of assumptions and document impacts to Program technical, schedule, and cost performance.
- E. Forecast technical, schedule and cost performance (Performance Measures).
- F. Obtain independent assessments of current and future performance--including those provided by the Government (Performance Measures).
- G. Prepare integrated analysis of Program performance and document the results as issues and threats for management attention.

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- H. Present the results of the integrated analysis and supporting data to Program management at Quarterly, Monthly and Weekly Reviews; obtain feedback from the Program Manager and incorporate feedback received into subsequent integrated analysis products.
- I. Provide Data Packages for:
 - 1. Program Life Cycle and Key Decision Point Reviews, including related Standing Review Board, JSC Center Management Council and Agency Program Management Council reviews, as per the Program Master Schedule, and for
 - 2. Program reviews by NASA organizations (e.g., inspector General, and Aerospace Safety Advisory Panel) and external government agencies (e.g., Government Accountability Office)
- J. Improve the processes used to perform MPCV performance management; incorporate industry standard Best Practices; and obtain 3rd-Party certification for best practices content incorporated.

2.2 Data Requirements

Performance Management Data Products are stored in the Performance Data Set. The Performance Data Set is a logically singular repository of technical, schedule, cost performance data and information that is accessible by all authorized Program participants, including the Prime Contractor, Prime Contractor subcontractors, NASA participating organizations (aka Non-Prime) and Partners, as applicable. The Performance Data Set shall support data exchange throughout the MPCV Program and its operating environment and shall support data reporting throughout the Program including to Headquarters.

The Performance Data Set contains information reported by Program Suppliers via the Data Management function; information extracted from Supplier presentations via data mining; functional data products; forecasts; independent assessments; and the results of integrated analysis as follows:

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Performance Management Data Products	
Supplier Data Reports	
	Business/Contract Baseline
	Financial Management
	Integrated Master Schedule
	Earned Value Management
	Product Development (Drawings)
	Risk Reports
	Quality Assurance/Audit Reports (DCMA)
Mined Data	
	Technical Performance
Functional Data Products	
	Cost and Workforce Variance
	Schedule Variance
	Assumptions Validity
	Risk Assessment
Forecasts	
	Near-Term
	Long-Term
Independent Assessments	
	Current
	Near-Term
	Long-Term
Integrated Analysis	
	Threats to Future Performance & Drivers
	Guidelines for Supplier Data Reporting
	Presentations to Program Manager

Integrated Analysis provides a summary of the current status and forecast performance of the overall Program with regard to technical, schedule, and cost plans and commitment made to the Agency by the Program Manager. Integrated Analysis is performed by PP&C and contractor staff and produces a characterization of current and future Program-wide performance that informs management of where the program is at risk of 1) meeting its objectives, 2) complying with work product plans, or 3) exceeding allocated budgets. Results are reviewed with the Control Account Managers to solicit insights and to obtain feedback. Following coordination, results are presented to the Program Manager at quarterly, monthly and weekly Review Forums. Feedback from the Program Manager is used to continually improve content and format.

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3. Professional Services

3.1 Work Requirements

3.1.1 Work Process

- A. Improve the processes used to perform professional services, incorporate industry standard Best Practices where applicable, and obtain 3rd-Party certification for improved processes.
- B. Develop and report metrics that characterize volume and quality of services provided to end users.

3.1.2 Configuration Management

- A. Perform configuration management services for the MPCV Program.
- B. Provide Secretarial support and perform planning coordination, and execution of support for MPCV Program meetings, such as MPCV Program Office Control Boards, Panels, designated working groups, major Program reviews, Technical Interchange Meetings, ad hoc management meetings, action item tracking, and Program wide communications. This support includes meeting facilitation, scheduling, room and IT logistical setup, action tracking, maintaining and distributing meeting minutes.

3.1.3 Data Management

- A. Provide receipt, tracking, monitoring, reporting, validation, evaluation, distribution, status, and storage of contractor and NASA-supplier items delivered to the MPCV Program Office.
- B. Perform Records Management.

3.1.4 Risk Management

- A. Participate in working groups with the Prime Contractor to conduct probabilistic risk assessment modeling and trade studies.

3.1.5 Information Technology Management

- A. Use the Johnson Space Center IRD System for all MPCV Program IT needs and complete IT Service Request Forms as needed.
- B. Develop, manage and maintain the MPCV Program Office website(s).
- C. Provide IT assistance to assess end user issues and to determine appropriate resolutions, such as reporting issues to the appropriate NASA IT contractor, and replacing or repairing user maintained items.
- D. Manage and administer the NASA provided software available for employees use at home under NASA licensing agreements.

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- E. Manage the electronic equipment in MPCV Program Office's conference rooms and other common locations; coordinate repairs with NASA as appropriate; and maintain any organization's unique software.
- F. Manage the NASA Equipment Management System for the MPCV Program.
- G. Utilize the NASA Integrated Collaborative Environment (ICE).
- H. Serve as the IT property custodian, maintaining the MPCV Program Office IT inventory, the shared equipment pool, and tracking the shared hardware and software equipment pool.

3.1.6 Security Management

- A. Provide information technology security in conformity with NPD 1600.1 and NPR 1600.2, NASA Security Policy and Requirements, respectively.
- B. Develop, maintain and provide Technology Protection products including plans, requirements, threat assessments, reports, schedules, and security risks.
- C. Provide physical security in conformity with NPR 1620.3, Physical Security Requirements for NASA Facilities and Property.
- D. Coordinate with Special Agents located at each participating NASA Center and perform a counterintelligence function (Top Secret Clearance required).
- E. Implement Export Control by assisting Data Originators and Designating Officials with the assessment of MPCV Program documentation to determine sensitivity and appropriate markings for export, and by interfacing with the JSC Export Services Team to export controlled items.
- F. Perform security validation visit annually with the Prime Contractor to ensure adherence to NPR 2810.
- G. Serve as the Building Facility Manager or Alternate Facility Manager for the Building 17 Program Office, and coordinate with JSC Center Operations for reporting problems and for responding to emergencies.

3.1.7 Supplier Management

- A. Prepare agreements for work performed by NASA participating Centers, including data requirements descriptions for performance measures
- B. Issue work authorization documents to NASA participating organizational suppliers (added 4/15/2013)
- C. Capture, analyze, track and report NASA Center participating-organization's (a.k.a. Non-Prime Suppliers) collateral costs for work performed for MPCV.

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3.2 Data Requirements

Six services are required: 1) configuration management including meeting support, 2) data management including records management, 3) risk management, 4) information technology management, 5) security management, and 6) supplier management. Configuration Management identifies, controls, statuses, and verifies the consistency of a product and its attributes performance, functional, and physical characteristics. Meeting Support plans and coordinates logistics for meetings including teleconference, WebEx, room locations, running the meeting, etc. Data Management is the systematic collection, organization, and processing of information in order to provide content securely to stakeholders and consumers. Records Management identifies, classifies, archives, preserves, and destroys Program records. Information Technology Management manages all the technology resources of the Program in accordance with its needs and priorities. These resources may include computer hardware, software, data, and networks. Security Management involves asset management, physical security and human resource safety functions. It entails the identification of an organization's information assets and the development, documentation and implementation of policies, standards, procedures, and guidelines. Supplier Management includes responsibility for completing Internal Task Agreements with NASA participating organizations annually.

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Data Requirements Descriptions (DRD)

DRD MPIC-PC-01	Planning Data Set
DRD MPIC-PC-02	Performance Data Set
DRD MPIC-PC-03	Performance Measures
DRD MPIC-PC-04	Integrated Analysis
DRD MPIC-PC-05	Professional Services

DATA REQUIREMENTS DESCRIPTION (DRD)			
1a DRD Title Planning Data Set 1.b Data Type: 2	2. Date of current version July 13, 2012	3. DRL Line Item No. MPIC-PC-01	RFP/Contract No. (Procurement completes) NNJ12414367R
4. Use (Define need for, intended use of, and/or anticipated results of data) A logically singular repository of Planning Data Products and controlled documents		5. DRD Category: (check one) <input checked="" type="checkbox"/> Technical <input type="checkbox"/> Administrative <input type="checkbox"/> SR&QA	
6. References (Optional) SOW 1.1.2.1 White Paper: MPCV Approach to PP&C		7. Interrelationships (e.g., with other DRDs) (Optional) DRD MPIC-PC-02, Performance Data Set DRD MPIC-PC-03, Performance Measures DRD MPIC-PC-04, Integrated Analysis	
8. Preparation Information (Include complete instructions for document preparation) <p>SCOPE: The Planning Data Set is a logically singular repository of official planning information that is accessible by authorized Program participants, including the Prime Contractor, Prime Contractor subcontractors, NASA participating organizations (aka Non-Prime) and Partners, as applicable. The Planning Data Set shall support data exchange throughout the MPCV Program and its operating environment and shall support data reporting throughout the Program including to Headquarters.</p> <p>CONTENT: The Planning Data Set is comprised of controlled documents and planning data products. Controlled documents are those that support the Program Baseline and include: 1) Program Plan; 2) WBS Tree and Data Dictionary; 3) Flight Test One and Ascent Abort 2 Flight Test Objectives; and when available, 4) individual plans for Life Cycle and Key Decision Point reviews. The contractor shall maintain the list of controlled documents associated with the Program Baseline in the Planning Data Set, and provide access to each document from the Planning Data Set.</p> <p>Planning Data Products include: 1) Program Baseline; 2) strategic assessments; 3) Program Baseline attributes including implementation plans, interim product milestones and program events, risks, and assumptions; 4) Summary Master Schedule and schedules for CAMs and products, and 5) estimates of cost or of ranges of costs to include Life Cycle Cost (LCC) and Estimate At Completion (EAC) along with Joint Cost and Schedule Confidence Level (JCL). The Performance Management Baseline is the monetary value used for Earned Value Management calculations at the Program Level.</p> <p>FORMAT: The Planning Data Set shall operate on existing MPCV information technology systems and operating environments, including the Integrated Collaborative Environment (ICE). Individual items of content shall be linked into the Planning Data Set and not re-hosted. Copy is prohibited. Re-hosting can be accomplished only if initiated by its Data Authority and follows MPCV IT procedures.</p>			

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9. OPR: Controlled documents have an Office of Primary Responsibility. Data and information comprising the Planning Data Set has a data authority responsible for data accuracy and integrity. The NASA Responsible Official (NRO) is the Lead for the Planning function within the Program Planning and Control Office of the MPCV Program Office.

10. DELIVERY: Planning Data Products are submitted as input to the Planning Data Set. Data Reports are presented Monthly. Documents are maintained by the MPCV Program Configuration Management function.

Data Products

1. Planning Data Products
 - a. Program Baseline
 - b. Strategic Assessments
 - c. Program Baseline Attributes
 - i. Implementation Plans
 - ii Program Master Schedule
 - iii CAM schedules
 - iv Product Schedules
 - v Analysis Schedule
 - vi Interim milestones and events
 - vii Risk
 - viii Technical, Schedule and Cost Assumptions
 - d. Program Management Baseline
 - e. Cost Estimates with JCL (minimum)
 - f. Cost Evaluations
2. Controlled Documents (minimum)
 - a. Program Plan
 - b. WBS Tree and Data Dictionary
 - c. MPCV Requirements Documents
3. Presentations

Frequency of Submission

Monthly, except as noted

Annual

As Requested

Monthly

Annual

As Requested

As Requested

Annual

Monthly

Data Report

Planning Data Set content

Monthly

Process Improvement and User metrics

Monthly

Cost-Benefit/Recommendation for Certification

120 days following contract start

11. MAINTENANCE: The contractor shall provide access to all content within the Planning Data Set through a single Graphical User Interface (GUI) operational on MPCV Program information technology resources. The GUI shall provide an inventory of data content and permit selection and downloading for local use.

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DATA REQUIREMENTS DESCRIPTION (DRD)			
1a DRD Title Performance Data Set 1.b Data Type: 2	2. Date of current version July 13, 2012	3. DRL Line Item No. MPIC-PC-02	RFP/Contract No. (Procurement completes) NNJ12414367R
4. Use (Define need for, intended use of, and/or anticipated results of data) Logically singular repository of past, current and future Program performance data and information		5. DRD Category: (check one) <div style="display: flex; align-items: flex-start;"> <input checked="checked" style="margin-right: 10px;" type="checkbox"/> <div style="margin-top: 5px;">Technical</div> </div> <div style="display: flex; align-items: flex-start;"> <input style="margin-right: 10px;" type="checkbox"/> <div style="margin-top: 5px;">Administrative</div> </div> <div style="display: flex; align-items: flex-start;"> <input style="margin-right: 10px;" type="checkbox"/> <div style="margin-top: 5px;">SR&QA</div> </div>	
6. References (Optional) SOW 1.1.2.2 White Paper: Performance Management in the MPCV Program	7. Interrelationships (e.g., with other DRDs) (Optional) DRD MPIC-PC-03, Performance Measures DRD MPIC-PC-04, Integrated Analysis		
8. Preparation Information (Include complete instructions for document preparation) <p>SCOPE: The Performance Data Set is a logically singular repository of technical, schedule, cost performance data and information that is accessible by all authorized Program participants, including the Prime Contractor, Prime Contractor subcontractors, NASA participating organizations (aka Non-Prime) and Partners, as applicable. The Performance Data Set shall support data exchange throughout the MPCV Program and its operating environment and shall support data reporting throughout the Program including to Headquarters.</p> <p>CONTENT: The Performance Data Set contains:</p> <ol style="list-style-type: none"> 1. Information reported by Program Suppliers via the Data Management function and information extracted from Supplier presentations via data mining; 2. Functional Data Products; Forecasts and Independent Assessments developed under DRD MPIC-PC-03; and 3. The results of integrated analysis developed under DRD-MPIC-PC-04. <p>Suppliers report performance information in accordance with Contract and Agreement Data Requirements Descriptions (DRDs) which includes as a minimum: a) business rhythm, b) financial, workforce and subcontract reports, c) Integrated Master Schedule (IMS), d) Earned Value Management, e) Risk, and f) quality audit reports. Information obtained by data mining are technical, schedule and cost data determined to be of value by MPIC personnel for assessing current and future Program performance. The performance measures Functional Data Products, forecasts and independent assessments are defined by DRD MPIC-03, Performance Measures. Integrated analysis is defined by DRD MPIC-PC-04.</p> <p>FORMAT: The Performance Data Set shall operate on existing MPCV information technology systems and operating environments, including ICE. Individual items of content shall be linked into the Performance Data Set and not re-hosted. Copying is prohibited. Re-hosting can be accomplished only if initiated by its Data Authority and follows MPCV IT procedure.</p> <p>9. OPR: Content comprising the Performance Data Set has a Data Authority responsible for data accuracy and integrity. The Responsible NASA Official (RNO) is the Lead for the Monitoring and Control function within the Program Planning and Control Office of the MPCV Program Office.</p> <p>10. DELIVERY: Data Products are submitted as input to the Performance Data Set. Data Reports are presented Monthly, Quarterly or as –requested.</p>			

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Data Products

1. Data obtained from Supplier Data Reports
 - a. Business Rhythm
 - b. Financial, workforce and subcontract reports
 - c. Integrated Master Schedule
 - d. Earned Value Management reports
 - e. Risk reports
 - f. Quality Audit reports (e.g., from DCMA)
 - g. Other
2. Data obtained from Mining
 - a. Technical
 - b. Schedule
 - c. Cost
 - d. Other
3. Performance Measures (See DRD MPIC-PC-03)
4. Integrated Analysis (See DRD MPIC-PC-04)
5. Presentations

Frequency of Submission

Monthly

Monthly

Monthly

Data Reports

Performance Data Set content	Monthly
Process Improvement and User metrics	Monthly
Data Packages for reporting to HQ/ESD	Quarterly
Data Packages for MPCV Milestone Reviews	As Requested
Cost-Benefit/Recommendation for Certification	120 days following contract start

Updates: The content of the Performance Data Set shall be updated as monthly following Supplier data product submissions and quarterly following Program Reviews.

11. MAINTENANCE: The contractor shall provide access to all content within the Planning Data Set through a single Graphical User Interface (GUI) operational through MPCV Program information technology resources. The GUI shall provide an inventory of data content and permit selection and downloading for local use.

13. REMARKS: In the performance of SOW WBS SE&I Elements obtain source documents that contain Program performance data not otherwise reported; review and extract information; and incorporate it to data already stored in the Performance Data Set. Maintain traceability and integrity for data and information extracted and used.

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DATA REQUIREMENTS DESCRIPTION (DRD)			
1a DRD Title Performance Measures 1.b Data Type: 2	2. Date of current version June 22, 2012	3. DRL Line Item No. MPIC-PC-03	RFP/Contract No. (Procurement completes) NNJ12414367R
4. Use (Define need for, intended use of, and/or anticipated results of data) Data and information that characterizes past, current and future Program performance		5. DRD Category: (check one) <input checked="" type="checkbox"/> Technical <input type="checkbox"/> Administrative <input type="checkbox"/> SR&QA	
6. References (Optional) SOW 1.1.2.2 White Paper: Performance Management in the MPCV Program		7. Interrelationships (e.g., with other DRDs) (Optional) DRD MPIC-PC-01, Planning Data Set DRD MPIC-PC-02, Performance Data Set DRD MPIC-PC-04, Integrated Analysis	
8. Preparation Information (Include complete instructions for document preparation) <p>SCOPE: Performance measures are reports of current and forecast Program-wide technical, schedule and cost performance. There are three individual measures: 1) Functional Data Products, 2) Forecasts and 3) Independent Assessments. Functional Data Products capture and report variance calculated by comparing actual performance, as reported by a Program contractor or NASA participating organization, with planned performance for that function as represented by data in the Planning Data Set (MPIC-PC-01). Variance for an assumption is an assessment of its continuing viability along with an identification of impacts to Program performance, if current viability is different than initially thought. Variance for risk is identification of any changes in technical, schedule, or cost risk, or in mitigation of those identified risks, since the last reporting period along with an assessment of impact. Functional Data Products are historic and are applicable for the time period for which 'actual' values were reported. Forecasts are statements of alternative future performance based on extrapolations of, or projections on, past and current values of Functional Data Products (trends). Independent Assessments are characterizations of current and future performance developed by alternative methodologies such as identifying critical flight-product elements and subsystems, and tracking actual development compared to planned development.</p> <p>CONTENT: Functional Data Products are, as a minimum: 1) cost and workforce variance reports, 2) schedule variance reports, 3) flight product development (schedule) discrepancy reports, 4) Earned Value Management (EVM) assessment reports, 5) risk assessment reports, and 6) assumption validity reports. Forecasts are estimates of technical, schedule and cost performance for the next reporting period, and for completion (i.e., verify cost estimate at completion). Independent Assessments characterize expected technical, schedule and cost performance by alternative methods, such as examination of the development status of critical key component parts that drive assembly complete.</p> <p>FORMAT: Performance Measures are content in the Performance Data Set.</p> <p>9. OPR: The Responsible NASA Official (RNO) for technical functional data products and for forecasts and independent assessments is the Lead for Monitor and Control in the PP&C Office. The RNO for Schedule functional products and for integrated cost and schedule products (EVM and IMS) is the Lead for Planning in the PP&C Office. The RNO for (financial) Resource functional products is the JSC Resources Management Office (RMO) matrixed to the Manager of the PP&C Office.</p> <p>10. DELIVERY: Data Products are submitted as input to the Performance Data Set. Data Reports are presented Monthly.</p>			

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Data Products

1. Functional Data Products
 - a. Cost variance report
 - b. Workforce variance report
 - c. Schedule variance report
 - d. Analysis Schedule
 - e. Program Earned Value Management report
 - f. Assumption validity report
 - g. Risk assessment report
 - h. Quality Audits (e.g., DCMA Reports)
 - i. Other, as requested
2. Forecasts
3. Independent assessments
4. Presentations

Frequency of Submission

Monthly

Monthly

Monthly

Monthly

Data Report

Content in Performance Data Set Report

Monthly

Additional Submissions

Performance measures shall be updated monthly following Supplier data product submissions and quarterly following Program Reviews.

11. MAINTENANCE: The contractor shall provide access to the Performance Measures through the Graphical User Interface for the Performance Data Set.

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DATA REQUIREMENTS DESCRIPTION (DRD)			
1a DRD Title Integrated Analysis 1.b Data Type: 2	2. Date of current version June 22, 2012	3. DRL Line Item No. MPIC-PC-04	RFP/Contract No. (Procurement completes) NNJ12414367R
4. Use (Define need for, intended use of, and/or anticipated results of data) Report threats to Program performance to inform the Program Manager in a manner that is actionable		5. DRD Category: (check one) <div style="display: flex; align-items: flex-start;"> <input checked="" style="margin-right: 10px;" type="checkbox"/> <div>Technical</div> </div> <div style="display: flex; align-items: flex-start; margin-top: 5px;"> <input style="margin-right: 10px;" type="checkbox"/> <div>Administrative</div> </div> <div style="display: flex; align-items: flex-start; margin-top: 5px;"> <input style="margin-right: 10px;" type="checkbox"/> <div>SR&QA</div> </div>	
6. References (Optional) SOW 1.1.2.2 White Paper: Performance Management in the MPCV Program	7. Interrelationships (e.g., with other DRDs) (Optional) DRD MPIC-PC-02, Performance Data Set DRD MPIC-PC-03, Performance Measures		
8. Preparation Information (Include complete instructions for document preparation) <p>SCOPE: Integrated Analysis provides a summary of the current status and forecast performance of the overall Program with regard to technical, schedule and cost plans and commitment made to the Agency by the Program Manager. Results are presented to the Program Manager. Feedback from the Program Manager is used to continually improve content and format.</p> <p>CONTENT: Integrated Analysis is performed by PP&C and contractor staff using the three Performance Measures documented as DRD MPIC-PC-03. An integrated analysis produces a characterization of future Program-wide performance that informs management of threats to 1) staying on budget, 2) maintaining schedule, 3) preserving technical content, and 4) achieving the Program Baseline. The results of Integrated Analysis are reviewed and revised monthly based on updated values of Performance Measures</p> <p>FORMAT: The results of an Integrated Analysis are content in the Performance Data Set and presentations to Program management.</p> <p>9. OPR: The Responsible NASA Official (RNO) is the Deputy Manager, Program Planning and Control Office of the MPCV Program Office.</p> <p>10. DELIVERY: See DRL</p> <p>11. MAINTENANCE: The contractor shall provide access to the results of integrated Analysis including data and presentations through the Graphical User Interface for the Performance Data Set.</p>			

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DATA REQUIREMENTS DESCRIPTION (DRD)					
1a DRD Title Professional Services 1.b Data Type: 2	2. Date of current version July 13, 2012	3. DRL Line Item No. MPIC-PC-05	RFP/Contract No. (Procurement completes) NNJ12414367R		
4. Use (Define need for, intended use of, and/or anticipated results of data) Support the operation of the MPCV Program Office			5. DRD Category: (check one) <input checked="checked" type="checkbox"/> Technical <input type="checkbox"/> Administrative <input type="checkbox"/> SR&QA		
6. References (Optional) SOW 1.1.2.3	7. Interrelationships (e.g., with other DRDs) (Optional) DRD MPIC-PC-01, Planning Data Set DRD MPIC-PC-02, Performance Data Set DRD MPIC-PC-03, Performance Measures DRD MPIC-PC-04, Integrated Analysis				
8. Preparation Information (Include complete instructions for document preparation) <p>SCOPE: Professional services are performed at the MPCV Program Office at the Johnson Space Center, but extend to program participants throughout the United States.</p> <p>CONTENT: Performance metrics include reports quantifying both the level and quality of service provided and service-unique reports (e.g., security) identified by the Government.</p> <p>FORMAT: Processes shall be documented in a manner that shows roles, responsibilities and interdependencies</p> <p>9. OPR : The Responsible NASA Official (RNO) is the Lead for Data Management w/ information systems & technology. Each service is currently being performed and each has a defined process—and with some instructions detailing how work is performed.</p> <p>10. DELIVERY: Data Reports are as follows</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <u>Data Reports</u> Process Improvement and Use Metrics Reports User Metrics and Status Reports Cost-Benefit/Recommendation for Certification Security Management Reports IT Management Reports </td> <td style="width: 50%; vertical-align: top;"> <u>Frequency of Submission</u> Quarterly Monthly 120 days following contract start Annual As Requested </td> </tr> </table> <p>11. MAINTENANCE: Use Metrics and service reports (e.g., security. etc.) shall be maintained by the contractor for review by the government</p> <p>12. COPIES: See DRL</p> <p>13. REMARKS: None</p>				<u>Data Reports</u> Process Improvement and Use Metrics Reports User Metrics and Status Reports Cost-Benefit/Recommendation for Certification Security Management Reports IT Management Reports	<u>Frequency of Submission</u> Quarterly Monthly 120 days following contract start Annual As Requested
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